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Minutes

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1995

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STAFF SENATE

Minutes of April 24, 1995 (Vol. 2, No. 15)

The meeting was called to order by Staff Senate President Bingham-Porter at 1:10 p.m., BOG Room, Booth Library.

Present: Sandy Bingham-Porter, Jean Liggett, Teresa Sims, Vickie Gilbert, Lynn Kimbrough, Wayne Bosler, Dennis Jones, Anita Thomas, Bob Thomas, Marsha Duncan, Adam Due
Absent: Jeanne Simpson, Kathy Cartwright, John Flynn
Visitors: VPBA Olsen; Ted Weidner; Bev Pederson

Minutes were approved (Sims/Jones) from April 10, 1995 meeting with this correction: Old Business E. Senator Sims asked about the temporary support services pool.

I. Correspondence

- A. Interview schedule for Dean of Graduate School and Research.
- B. Anselment memo thanking Staff Senate for support of Tuition & Fee Review Committee.
- C. Memo to President Jorns requesting a revised President's Council Plan.
- D. 1196-97 Academic Calendar memo.
- E. President Jorns memo on Background Investigations for Positions of Trust.
- F. President's Council Minutes: April 5, 1995 and April 12, 1995.
- G. Memo from Dennis Jones to President Jorns.
- H. Memo from President Jorns to Dennis Jones.

II. Old Business

- A. Search Committee.
 1. Athletics: Senator B. Thomas stated they are in the process of interviewing candidates.
 2. Senator Jones stated they are in the process of interviewing candidates for Vice President of Academic Affairs position.
 3. Senator Gilbert stated interviews for Director of Housing begin April 17 and go thru May 1.
- B. Elections: Elections will be Wednesday, April 26th 7:00 a.m. to 7:00 p.m. While running off the lists for voters, President Bingham-Porter discovered another group that is represented by Jeanne Simpson and John Flynn, the Academic Counselors.
- C. President's Council Plan (Cycle II). President Bingham-Porter has not received the revised version of the plan. This item is deferred until the revision is received.
- D. Model for Proposed Administrator Evaluations. There is no room for comments on the form. There was no negative feedback available; unsatisfactory could be a category. If the survey is changed, President Jorns will not be reevaluated this year. Senator Sims asked how the weight percentages worked since the percentages ranged from 15-40%. President Bingham-Porter will call and ask Jill Nilsen. The Deans and Directors will be evaluated only by the people in their areas. The Staff Senate felt that all supervisors should be included in the evaluations.

III. Reports

- A. Vice-President Olsen: Senator Sims asked about the Director of Human Resources as published in the *Eastern Newsletter*. Senator Bingham-Porter asked if a search committee would be formed for this position as the information in the Newsletter did not seem to imply that there would be. VPBA Olsen stated that there would be a search committee of 13-15 people. Senator Jones questioned the no hard and fast cut-off date. VPBA Olsen stated that the plan was worked out for a time line to get the best possible people. The search will be advertised in the *Chronicle* and the *College and Personnel Association Newsletter* this week. The search will be published in the usual sources. Senator Sims asked how the date could be open-ended and why this wouldn't cut down on applications. VPBA Olsen stated that there will come a point realistically for a cut-off date. He wanted to get the search started and yet allow time for applicants. Senator Jones asked when VPBA Olsen expected to have the Director hired. VPBA Olsen stated that the goal was the end of August. Senator Jones asked if advertisements were for more than one week. VPBA Olsen stated that the *Chronicle* would be run twice; the *College and Personnel Association Newsletter* would run once; and the on-line networks have a time limit.

Senator Bingham-Porter asked about the \$300,000 deficit in the VPBA area. She wanted to know what the status was for this year. VPBA Olsen stated that he couldn't tell yet and that he would deal with it. He plans to work through the Business Affairs Council. It will be done the fairest and least negative impact method. The goal to retire the \$300,000 debt is July 1, 1996. Senator Bingham-Porter asked if the \$300,000 could be more or less. VPBA Olsen stated that it looked like less but the vacancies to receive more resources had to go through the President's Council and CUPB. The BSW benchmark will determine if more resources are asked for. Senator Sims asked if the vacant positions were changed from appropriated to other resources. VPBA Olsen stated that they had as Business Affairs choose not to make reductions in past and went other routes. He is trying to get a comprehensive grasp on this.

Senator Sims asked about the Dispatcher III clerical position at @\$9.00 an hour being replaced with a Steam Plant employee at @\$19.00 an hour plus a \$1.09 pay increase. When there is no money available it is difficult for employees to understand when this happens. VPBA Olsen stated that several places were short handed and employees had to understand two criteria in place: 1) President Jorns said there were to be no layoffs; 2) this position (in Steam Plant) didn't require as many people and so an individual was moved from one area to another. This is movement of position, not just personnel. Senator Sims stated that there was no way to implement a reduction in pay. VPBA Olsen referred this question to Ted Weidner. Mr. Weidner stated that this shift had occurred through the bargaining unit contract negotiation and the increase was the actual retroactive pay raise. Mr. Weidner had asked all the Physical Plant foremen to do this job and no one wanted to do it. This was as fair as possible and there was no change in dollars.

B. Staff Reports

1. CUPB (A. Thomas/Bingham-Porter) - The list of priorities needs to be returned to Anita or Sandy by 2:00 Wednesday. Senator Bingham-Porter stated that Kim Furmo said that of the \$500,000 from last year there have been only \$10,000-20,000 released. Senator Jones stated that with the Overall Projects as a done deal that leaves only \$860,000 to divide. The 30 + 10 retirement bill would cost EIU alot.
2. Responses to President Bingham-Porter this week for 1996-97 Calendar comments.
3. President Bingham-Porter asked for discussion on Positions of Trust regarding Civil Service employees. She stated that there was confusion on positions dealing with money as opposed to positions dealing with safety. Senator Due stated that background checks were not expensive unless they went into talking to people who know you. Senator A. Thomas wanted to know how reliable the checks were if they were 9 months behind putting information into the computer.

Senator Due stated that it depended on how extensive a check the State Police do. Senator Duncan stated that the Civil Service Council heard information about background checks; the fees were not nominal but people dealing with the Child Development Lab need to have extensive checks. The checks were not going to be extensive unless something comes up in the routine check. The checks are not retroactive and are only for new hires.

Senator Bingham-Porter stated that the Sick Leave Bill status is that everyone will be exempt that are hired before Jan. 1, 1996. All new hires will not receive the ability to accrue sick leave days.

4. Chris Merrifield will be reporting in June.
5. We have scheduled 2 meetings per month and will determine whether or not we need to meet both times during the summer months.
3. Parking Committee (A. Thomas) - Senator Bosler asked about the premium parking spaces. Senator Duncan reported in place of VPFA Hencken. Chief Larson called VPFA Hencken and reported that there were about 2,200 spaces and 4,000 parking stickers issued for students. There were few reserve parking places. The Campus Police did a survey April 12 to April 18, 1995 between 9:00 a.m. and 2:00 p.m. on parking spaces taken/ available. The 17th and 18th are not accurate because of Transfer/Readmit Days. Lot W across from Lawson Hall, the area around the International House, and the Stadium had as many as 100-200 spaces empty. The Staff lots had between 0 and 16 spaces available at 9:00 a.m. The increased fines have brought about an increase in parking stickers issued and fewer parking tickets. Contrary to rumors all staff pay at least \$35.00 per sticker. VPFA received a letter from a commuter that they could never find parking places. This is what triggered the survey. X lot usually has spaces. Senator Bosler stated that there should be more reserve spaces. Senator Due stated that the fees would go up to a couple of hundred dollars if that happened. Western Illinois sells parking stickers by classes and housing contracts and staff by hiring dates. The Parking Committee needs to look at other alternatives to make things run more smoothly. Senator Sims stated that parking stickers were sold by lots before and that didn't work especially for employees who work 1/2 time at one place and 1/2 time at another. Senator Liggett asked when the parking lot across from Buzzard on 9th Street would be available and when the remodeling would start on Buzzard. Ted Weidner stated that the lot should be ready the end of May. Buzzard remodeling should start sometime in June. Senator A. Thomas stated that she had received statistics on parking spaces. Total parking spaces including motorcycles, disabled, etc. were 4,044. Summer 1995 another 286 will added. 4,500 student permits and 1300 staff permits have been sold.

IV. New Business

1. The next meeting is on May 8, 1995 in the BOG Room, Library at 1:00 p.m. This is a room change for the next few meetings.
2. It is assumed that the EIU Logo #2 won the selection since the Eastern Newsletter is now using that one.

Motion (Bosler/Jones) to adjourn. Meeting adjourned.

Meeting Schedule for Staff Senate, BOG Room of the Library Union, 1:00-3:00 p.m.; ALL MEETINGS ARE OPEN.

May 22, 1995	June 12, 1995	July 10, 1995	August 14, 1995
June 26, 1995	July 24, 1995	August 28, 1995	

Respectfully submitted,

Jean Liggett, Staff Senate Secretary